

**DOT HUMAN CAPITAL IMPLEMENTATION PLAN:  
CHILDCARE TUITION ASSISTANCE POLICY**

**STANDARD 5: Talent**

**CRITICAL SUCCESS FACTOR:** Compete for Talent. Agencies develop short and long term strategies and targeted investments in people to create a quality workplace designed to attract, acquire and retain quality talent.

**MEASURE:** Departmental policy permits the use of appropriated funds to assist lower income and/or entry-level employees in obtaining quality childcare.

MILESTONE	TARGET DATE	STATUS <sup>1</sup> ●-C   ▼-OT   ●-D	ACTUAL DATE	RESPONSIBLE ENTITY AND POINT OF CONTACT
Representatives from each Operating Administration met to assess need for tuition assistance policy	September 2001	●	September 2001	DeShawn Shepard, M-13
Create draft policy and determine other components of program	October 2001	●	October 2001	DeShawn Shepard, M-13
Develop Dependent Care Assistance Program (DCAP) and final draft for formal comment	November 2001	●	November 2001	DeShawn Shepard, M-13
Provide final draft to unions for review prior to issuance	January 2002	●	January 2002	DeShawn Shepard, M-13
Issue Departmental policy authorizing Operating Administrations to develop programs and use appropriated funds for childcare tuition assistance	March 2002	●	March 2002	DeShawn Shepard, M-13
Evaluate tuition assistance programs to determine effectiveness in recruiting and retaining employees	May 2003			DeShawn Shepard, M-13
Develop program improvements based on evaluation data	July 2003			DeShawn Shepard, M-13

<sup>1</sup>Status Code: ● Complete (C)   ▼ On Target (OT)   ● Delayed (D)